



**Garden
Spot of
Colorado**

MEETING MINUTES OF THE PLANNING COMMISSION – STUDY SESSION

Town Board Room

807 Mountain Avenue, Berthoud, CO 80513

May 23, 2024, at 6:02 p.m.

1. Meeting Called To Order – Chair Karen Anderson

Meeting Called to Order at 6:02 p.m.

2. Roll Call

The following Commission members were present:

Karen Anderson, Chair
Abigail Smith, Vice Chair
Nick Semedalas, Secretary
Joe Donnelly, Commissioner
Marc Hofmans, Commissioner

The following Staff members were present:

Anne Johnson, Community Development Director
Tawn Hillenbrand, Senior Planner
Teri Reger, Planning Technician
Sheriff Zack Anderson, Larimer County Sheriff, Berthoud Squad
Walt Elish, Business Development Manager
Erin Smith, Town Attorney

3. DDA - Downtown Development Authority

Walt Elish, the Town of Berthoud's Business Development Manager gave a presentation and update on the proposed DDA.

4. Deliberation Tips and Q & A

Erin Smith, Town Attorney presented tips on productive deliberation based on the five-step decision-making process and following the criteria of the land use code. The discussion ended question-and-answer period.

5. Room Safety

Zack Anderson of The Larimer County Sheriff's Office, Berthoud Squad gave a presentation on safety in the Board Room.

6. Adjourn

**MOTION was made by Commissioner Semedalas to adjourn the May 23, 2024, Planning Commission Study Session. SECONDED by Commissioner Donnelly.
With all in favor, THE MOTION CARRIED.**

The meeting was adjourned at 8:15 p.m.

A handwritten signature in black ink, appearing to read "Karen Anderson", written over a horizontal line.

Chairperson

A handwritten signature in blue ink, appearing to be a stylized "MS", written over a horizontal line.

Secretary